

6-1912

The Commercial Student

The Rhode Island Commercial School

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THE COMMERCIAL STUDENT

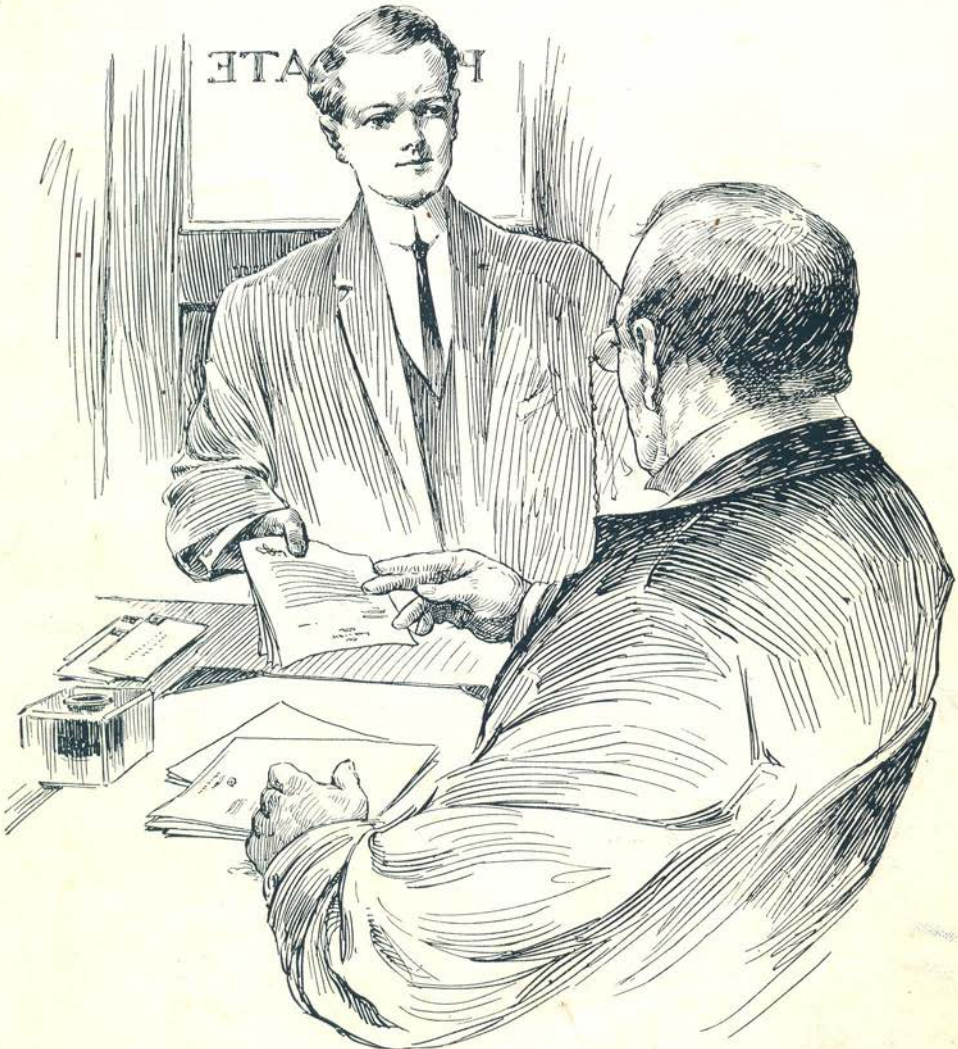
PUBLISHED QUARTERLY

BY THE RHODE ISLAND COMMERCIAL SCHOOL

VOL. 2

PROVIDENCE

No. 17



R. I. C. S. training is helping hundreds of young people every year to secure a start in business life.



Presented to Principal Jacobs by the Pupils of
the Evening Classes of the 1912 Night School.

THE COMMERCIAL STUDENT

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VOL. 2

PROVIDENCE, R. I.

No. 17

WHAT IS YOUR AIM IN LIFE?

By Edward Everett Hale

A friend of mine makes brick, and he makes very good brick. His company has a reputation. Like most men placed as he is placed, he has lots of young fellows who think they would like to be in his office. They would say they should like to be "on his staff," if they knew enough.

They see very good fellows, whom perhaps they know, coming in and out—fellows who are paid regularly every Monday morning and who are able to go sometimes to the theatre at night—and so they think they would like to be in the Norumbega Brick Company.

That is not its real name, but it will do for now. I suppose my friend has ten such young fellows who come to him to know if he can employ them. And they all of them have recommendations from the high school or some college, perhaps, and can write a good hand, and so on, and so on.

Well, he is a good-natured fellow, and he has a particular time of the day to talk to them; and when they come round he is civil and examines the letters, and writes down the references, and then, when the man thinks the necessary examination is over, my friend says to him: "Are you coming into this office because you want to earn ten dollars a week, or are you coming here because you want to know how to make the best brick that is made in this world, and because you want this company to succeed?"

And he tells me that he thinks he never makes a mistake—he tells me that he thinks that in the mere looks of the boy's face he can tell whether he wants to help the world forward by making the best brick in the world, or whether he wants a soft thing which shall pay him ten dollars a week in an employment where he can wear a boiled shirt and keep his hands clean.

Here is the difference between two sorts of men: One is thinking simply of his own pretty self—I by myself, I. What shall I drink? What shall I do? How shall I be clothed? and practically he thinks of nothing else. The other man is thinking of the best interests of the world in which he lives.

Shall the world in 1920 have better brick than it has today? Shall the people in the Mohawk Valley who make the butter be better paid for their butter, and shall it go further and further? Shall the people of this town, or of this country, or of this city, be more awake to the privileges of American citizens than they are now?

Pleasant Old Gentleman.—Have you lived here all your life, my little man?
Arthur, aged 6—Not yet.

If you are interested in a *Basic Shorthand Education* do not fail to copy of the new R. I. C. S. catalog.



PART OF MAIN OFFICE SHOWING TELEPHONE EXCHANGE

Branch Telephone Exchange

In line with our progressive policy to keep the Rhode Island Commercial School abreast of the times in everything that will advance the interests of our students, we have recently installed a branch telephone exchange of the Providence Telephone

Co., identical with those in use in over 700 offices here in Providence. Graduates of the Rhode Island Commercial School thus have an added advantage in knowing how to operate this important office adjunct.

The Entrance to Success

Stenography and Bookkeeping offer unlimited opportunity for young men and women who wish to enter business. These studies can best be taken advantage of by using actual business methods under experienced instructors. Business transactions as conducted in real business are carried out under real conditions in our school. Keeping accounts, collections, banking, correspondence and stenographer's work are all

done as you will be required to do them in the position that you will later take.

This study and practice gives you the training necessary to earn promotion and increased pay. You will know what to do and how to do it.

Decide now to get this knowledge that prepares you to be master of your future—that opens the doorway to steady employment at a good salary.

Act now. Write, call or telephone for our Catalog—that's the first step.



SECTION OF THE R. I. C. S. BANKING AND OFFICE PRACTICE DIVISIONS IN WHICH STUDENTS HAVE THE ADVANTAGE OF WORKING WITH THE SAME BOOKS AND OFFICE APPLIANCES FOUND IN OUR BEST BUSINESS OFFICES.

Why R. I. C. S. Graduates Succeed

Because they are trained along practical lines from the very beginning. The courses of study in the Rhode Island Commercial School reflect actual business conditions as they exist in Rhode Island business offices and elsewhere.

Nothing has been omitted from our courses that is necessary to fully equip our graduates with the knowledge and ability that readily commands the best salaries paid beginners in the business world. And nothing has been included that would add a frill or "talking point" but would be of no practical use.

We realize we are making strong statements when we say that the Rhode Island Commercial School offers young men and young women more real advantages than any similar school in New England, but we know whereof we speak, and we are prepared

to prove this assertion by offering the voluntary and enthusiastic endorsements of hundreds of graduates, who have attended our school, gone out into business, made a success of their work and of themselves, and who give the Rhode Island Commercial School due credit for the share that the instruction they received contributed toward their success.

Young Men's Christian Association
Providence, Rhode Island

My dear Mr. Jacobs—

I am mighty glad to say a few words for the Rhode Island Commercial School. It has enabled me to obtain and hold an excellent position. Its courses are thorough, practical, and meet present conditions. The time and money spent at the Rhode Island Commercial School was an investment which I have greatly profited.

Respectfully yours,
RALPH M. J. WORTH

THE COMMERCIAL STUDENT

ISSUED BY THE

RHODE ISLAND COMMERCIAL SCHOOL
Providence, R. I.

HARRY LOEB JACOBS, Editor and Manager

Editorial

The Commercial Student is issued primarily in the interest of the Rhode Island Commercial School, but we also aim to make it a magazine of helpfulness to all ambitious young men and young women.

An Appreciation

Mr. Jacobs takes this opportunity to publicly show his appreciation of the generous spirit which prompted the members of the Evening School of 1911-12 to present him with the handsome loving cup, a picture of which is reproduced on another page of this little magazine. That the presentation was a complete surprise goes without saying. It is such thoughtfulness and good will as this which means more than any personal gain one can secure from any enterprise in which he is engaged.

Speaks Before the Eastern Commercial Teachers Association

The "Management of a Shorthand Department in a Business School" was the title of an address given by Principal Jacobs last month at the 15th annual convention of the Eastern Commercial Teachers' Association held at the New York State Capital, Albany, New York. Such favorable comment and wide discussion followed the reading of this paper that requests were received by Mr. Jacobs from several publishers for permission to print the same.

Our Principal Honored

At the 51st Annual Convention of the New York State Teachers' Association, held at Albany, New York, November 27, 28, and 29, 1911, Mr. Harry Loeb Jacobs, Principal of the Rhode Island Commercial School, delivered an address on "Shorthand Training," which met the approval of delegates numbering over 5,000 men and women teachers.

The January number of the Gregg Writer, the official magazine of Gregg writers throughout the world contained as its principal article the full address, since which time it has been published by Mr. Gregg in pamphlet form for distribution to all business schools in the United States.

Don't Miss This

The 14th Annual Graduation Exercises of the Rhode Island Commercial School take place at Infantry Hall, Friday evening, June 28th, at 8 o'clock.

The speaker of the evening will be General John C. Black, Chairman of the United States Civil Service Commission. General Black's message to young men and young women will be worth hearing, as he is one of the deepest thinkers and most eloquent speakers in this country today.

We advise that early application be made to the school offices for admission tickets, which will be ready June 18th.

These tickets are free to students, graduates, parents, friends, and all interested.

Evening School Dance

On the evening of January 18, 1912, the pupils of the R. I. C. S. Evening Sessions held a very successful dance at the Elysium. A splendid gathering of over 200 young men and women were present.

The committee in charge of arrangements were: Charles A. Locke, Chairman, together with R. Lipson, Leslie Makant, A. Holihen, Thomas H. Black, and Thomas Curran.

The Day School Holds a Dance

The Annual Dance of the Day School occurred April 11th at the Elysium, and was successful in the largest sense of the word. Nothing better in the way of a school dance was ever conducted by the Day School. The arrangements were admirable and the committee deserves great credit for the success of the evening.

Those in charge were: Allan J. Horton, Chairman; Rodman Rathbun, Assistant Chairman; Alice Spencer, Secretary; Grace Simister, Treasurer; Lillian Rowe, Anna McClay, Newton A. Shawcross, Earl Ingraham, Floor Director; William Perkins, George Patterson, James Henderson, Aids.

Rhode Island Commercial School

A Record of Successes

Here is a list of some recent Rhode Island Commercial School graduates who have secured positions through our Situation Department.

Every week in the year we are asked to recommend young men and young women bookkeepers and stenographers.

Miss Bertha Skarka, who was placed in a temporary position as stenographer for the Loutitt Laundry Co., is now employed by Williams & Payton.

Miss Esther Jentzel recently graduated from the Business Department, was immediately placed with the Merchants Cold Storage Company, where she has since been advanced.

Miss Katherine Dunn was recently placed with the Dexter Engineering Co. as stenographer.

Miss Rose Martin was recently placed as auditor for the Crown Hotel.

Gordon Brown was placed three weeks before completing his course, with Arthur C. Almy & Co., Cotton Brokers.

Miss Ellen B. Palmer is in the office of the Flint Oil Co.

Miss Catherine V. Barry was placed the day she graduated with the Leader Weaving Co., Central Falls, where she is still employed.

Mr. Charles D. Carlin is one of several of our Business Course graduates in the office of the Loose-Wiles Biscuit Co.

Mr. Fred Edwards is in the office of the Revere Rubber Co.

Miss Lillian Pearson is stenographer for the Clarke & Coombs Co.

Miss Beatrice Flower is in the office of the Colwell Worsted Co. Previous to this she served efficiently in the office of the Recorder of Deeds, City Hall, and with the Geo. W. Kelly Co.

Miss Elsie West is stenographer for the Oakdale Mfg. Co.

Mr. Walter Maher is doing good work as stenographer for the George L. Claffin Co.

Mr. Chas. Jackson is stenographer for J. W. Paxton Co. Mr. Jackson praises our Situation Department highly, having received effective assistance through the same.

Miss Madelyn McPhillips continues to give excellent satisfaction in the office of the Western Union Telegraph Co.

Miss Josephine O'Neill is in the Shepard Co. offices. Miss Louise Parkis was placed immediately after completing her course with Hon. Chester Barrows, Referee in Bankruptcy.

Mr. Ralph B. Payton is one of our many boys employed in Providence Banks. Mr. Payton is with the Westminster Bank.

Miss Annie Powell was placed with the Travellers Ins. Co. and is well liked by her employers.

Miss Minnie Powers is in the office of the Providence Tribune.

Mr. Frank Robbins, of the Business Course, was placed with the Sperry-Hutchinson Company.

Miss Maude E. Ross was placed, like many others, immediately after graduating, with the Congdon & Carpenter Co., where she is still employed.

Miss Helen Shine is in the offices of the United States Bobbin & Shuttle Co.

Mr. Harry Shishmanian is in the office of Blanding & Blanding.

Mr. Ferdinand Simonini is in the Italo-American Trust Co.

Mr. Roy S. Stimpson is another of our boys with the Rhode Island Hospital Trust Co., where he is giving good satisfaction. Mr. Stimpson was an earnest student throughout his course in the Business Department.

Miss Alice S. Sweet is in the law office of Gardner, Pierce & Thornley.

Mr. Everett H. Simmons, a graduate of the Business Course is one of our many graduates in the offices of Starkweather & Shepley.

Miss Ida Hageman is with the Sealshipt Oyster Co.

Miss Eva Blanchette is with the Langelier Mfg. Co.

Miss Elsie Colwell is with Walter J. Carpenter & Co.

Mr. Edward Greenhalgh, another Business Course graduate, is with Starkweather & Shepley. Mr. Greenhalgh, like many of his class, secured a position immediately upon graduating.

Mrs. Bessie Belden returned to her home at Newport, Vt., and immediately found a desirable position which she holds to the satisfaction of her employers.

Miss Beatrice Brown is employed in the office of the Jewelers Board of Trade, Union Trust Co. Bldg.

Miss Grace Mason has recently left the Wood-Ellis Co., and is now employed by a local attorney.

Miss May Edwards is in the office of the Rhode Island Insurance Company.

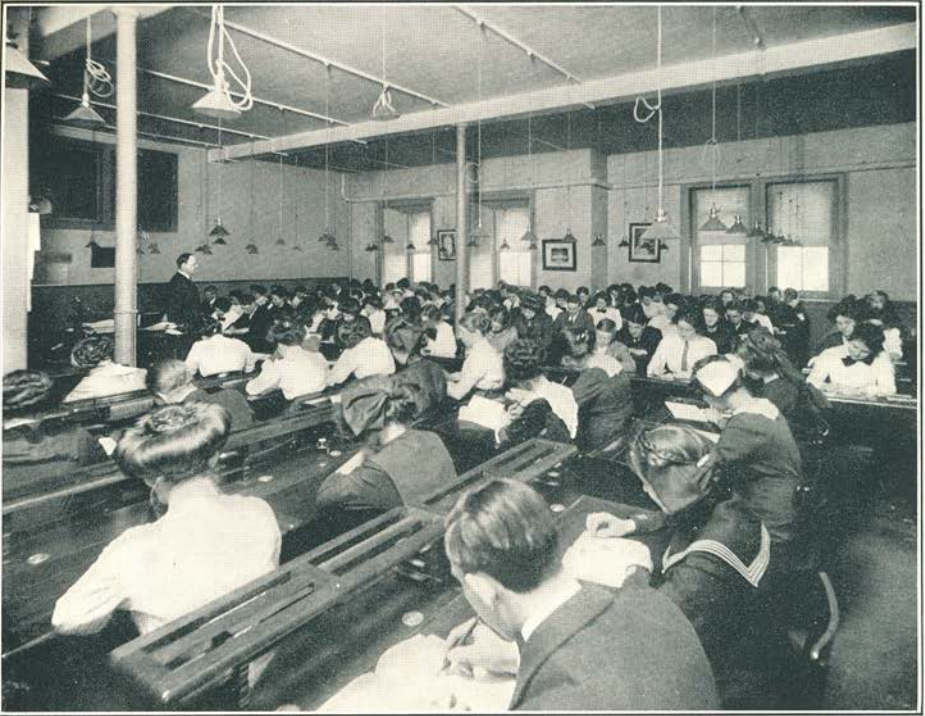
Miss Margaret Hogan is doing excellent work in the office of Stratford Oyster Co.

Miss Gertrude Horton is with the Massachusetts Mutual Life Insurance Co. Miss Horton, although one of the youngest of our recent graduates, made a fine record in school and is highly spoken of by her employers.

Miss Bessie Matteson is with Livermore & High

Mr. Joseph C. Harvey who entered the C. S. Reynolds after completing his course recently returned to take the Shorthand C

Rhode Island Commercial School



A CLASS IN SHORTHAND RECEIVING INSTRUCTION UNDER THE HEAD INSTRUCTOR OF THE SHORTHAND SCHOOL. THIS ROOM IS LARGE, LIGHT, AND AIRY, AND A DELIGHTFUL STUDY ROOM.

Miss Mildred Adams is in the office of the Grey-stone Mills at Greystone. Miss Adams acquired her business training in our evening school, and graduated with high standing.

Mr. Cecil Schurman, who came to us from Wil-liamsdale, Cumberland County, Nova Scotia, was placed by our Situation Department with the Sayles Bleacheries Company. Some months ago, Mr. Schurman received a splendid offer from a large firm in Alberta for which place he left and is now holding an excellent paying position in that far-off country.

Miss Edith Pothin recently availed herself of her certificate of life membership in our Situation De-partment to ask our assistance in securing her another position. This we did promptly by securing for her an excellent position with the E. C. Bliss Mfg. Co.

Mr. J. C. Elms, Jr., who took a special course in our Commercial Department, recently, has accepted a position with the C. O. B. Co., Cotton Machinery, of Williams St., New York City.

Mr. Frank D. Humphrey is in the office of the Profit-Larcher Advertising Corporation.

Miss Marguerite Cooper is continuing to render excellent service with the American H. & B. Machine Co. of Pawtucket.

Miss Viola Heckford is in the office of Johnson & Walker.

Mr. Walter Jones, a recent graduate of the Busi-ness Course, is with the R. L. Greene Paper Co.

Miss Eva McGovern is in the office of the Hope Rubber Co.

Mr. Patrick J. McInerney is doing well with the Revere Rubber Co. Mr. McInerney stood high in all his work in the Business Department.

Miss Viola Emsley is with Blanchard, Young & Co., who report to us that she is doing very satis-factory work.

Miss Lucille C. Anthony is with the Brown & Sharpe Mfg. Co.

Miss Arline Brown is the efficient stenographer in the office of Allen & Reed.

Miss Mary A. Dyer is bookkeeper and stenographer for Wilcox, Calder & Co., a position to which we sent her immediately after completing her course.

Rhode Island Commercial School



ONE VIEW OF THE TYPEWRITING DEPARTMENT. HERE SIXTY TYPEWRITERS OF THE NEWEST MODELS ARE AT THE DISPOSAL OF OUR STUDENTS, WHO ARE TAUGHT THE TOUCH METHOD UNDER EXPERT DIRECTION.

And Still Growing

These are busy days for the Rhode Island Commercial School! During the Christmas vacation additional rooms adjoining those belonging to the school were leased, and the business offices of the school moved into them. These quarters were remodeled and beautifully decorated, and we believe we are safe in claiming that no private school in Rhode Island—or in New England for that matter—possesses more attractive school offices. The former

offices were turned into class and cloak rooms, adding much to the convenience of the Shorthand Department. An additional room was also added to the Commercial Department, in order that the Banking and Office Practice Division might have more room. New counters and appropriate grill work were installed. This gives our pupils greatly enlarged quarters for this important branch of our work.

Visit The School

We wish to impress on the parents and friends of our students that there is always a welcome for them at our school, and that we take especial pleasure in making them acquainted with our educational methods

and their results. We feel that the more our patrons know of our work, the more highly our school will be regarded by the community in general.

Rhode Island Commercial School



March the Fifteenth, 1912

Mr. H. L. Jacobs,
Butler Exchange, Providence, R. I.

Dear Mr. Jacobs:

Soon after graduating from the Rhode Island Commercial School last June I secured a good position in a lawyer's office, where I am still employed, and like my work very much.

I enjoyed the work so much and found school life so congenial and interesting last year, that I would like to come back and take the same course over again. During the whole year I found the system very thorough and the teachers very efficient, and I would gladly recommend your school to anyone desiring a business education, and am sure they would enjoy studying with you as I have done.

Sincerely,
GRACE E. MASON



Providence, R. I., February 29, 1912

Mr. H. L. Jacobs
Rhode Island Commercial School
Providence, R. I.

My Sir—

The best thing I can say about your school is that I am sending my sister there at present. I found your instruction helpful to me in obtaining a foothold in business, and recommend the Rhode Island Commercial School as a very efficient institution.

Very truly yours,
ELMER J. GREENE



Providence, R. I., March 8, 1912

Rhode Island Commercial School
Providence, R. I.

Dear Mr. Jacobs:

I can speak very highly of your methods of training, as well as your teachers. I have found my course meeting the conditions of the business world, and am more than satisfied with the courteous treatment I received while a student at the Rhode Island Commercial School.

Your rooms too, are so large, light and well ventilated, that students do their work under most favorable conditions.

Wishing you a very prosperous future, I am

Sincerely,
HAZEL M. HARRIS



Cranston, R. I., March 12, 1912

My dear Mr. Jacobs—

The thorough instruction I received at the Rhode Island Commercial School has ably fitted me to carry on successfully my present business. I can recommend the R. I. C. S. to any young man or woman who wishes to secure a business education that can be readily converted into dollars and cents. Nor does the interest shown in the welfare of your graduates cease at graduation. On the contrary, you are always ready and able to render strong assistance when needed.

Very truly yours,
RUPERT J. HYDE

Rhode Island Commercial School

Miss Esther Hendrickson is another R. I. C. S. graduate placed by us with the Merchants Cold Storage Co. Miss Hendrickson made a good record in all her studies while in school.

Miss Emma Lofstrom is employed in the office of S. C. Stender & Co. Miss Lofstrom is a graduate of our Combined Course.

Mr. John Harlow has accepted a position as bookkeeper for the Universal Winding Co., previous to which our Situation Department offered him several other opportunities.

Miss Mabel Johnson served in several temporary positions during the latter part of her course. Since graduating, she has acted as stenographer and office assistant in the offices of the Rhode Island Commercial School. Miss Johnson is a Combined Course graduate.

Mr. Ralph Worth is another R. I. C. S. graduate recently placed by us in the office of the Young Men's Christian Association.

Clarence Willemin served acceptably in the American Locomotive Co. for several weeks before completing his course.

Miss Ethel Webster has recently accepted a position as stenographer in the Rhode Island Hospital Trust Company. Miss Webster came to us from Wellsley College, from which she was graduated the previous year, and proved one of the best students in the Shorthand Department during recent years.

Miss Grace Potter, one of our 1911 graduates, has changed from the Y. M. C. A. to the office of Richardson & Clark, Bankers. The position is in the nature of a fine promotion. Miss Potter is a highly capable stenographer and typewritist.

Charles L. Higgins has recently accepted a fine position as bookkeeper for the American Bag Co. at Memphis, Tenn.

Miss Elizabeth Ward was promptly placed with the D. & W. Fuse Co., after making her wants known to our Situation Department. Miss Ward had previously been connected for nearly a year with another large concern.

Miss Rose McLaughlin has changed from the Metal Products Corporation to the B. H. Gladding Co., where she is stenographer to President Aldred.

Miss Katherine Hughes has been placed in the office of the Providence Paper Company.

Convert Your Time Into Capital

The 15th Annual Day Sessions of the Rhode Island Commercial School open September 3, 1912. Night School September 9th.

You can make no better investment of time or money than to acquire a sound business training in a school that has

A RECORD OF HIGH ACHIEVEMENT

without a parallel in the history of private business schools in this state.

We point with pride to the scores of successful graduates we have placed with leading banks, manufacturing companies, and professional offices of this city and state.

WE CAN DO THE SAME FOR YOU

Our handsome Prospectus tells about our courses of study, and describes what we can accomplish for you. Send today for your copy of this book—mailed free.

The Rhode Island Commercial School
PROVIDENCE, R. I.

I AM LEARNING

I AM LEARNING that success is a matter of habitual concentration upon higher ideals. I am what I set out to be. The things I read and talk about today and the thoughts I think today are a forecast of what I shall become. I have learned that I am a composite of the things I have said, the thoughts I have nurtured, the company I have kept, and the habits I have pursued. I am learning that success lies within myself—in my brain, my ambition, and my determination; and that difficulties and hard experience are not to be dodged, but met with courage, that they may be turned into future capital.

BRYANT
COLLEGE
ARCHIVES